

CHILIS Executive Board Committee Meeting Minutes

Friday, September 9, 2011 at 10:00 a.m.

Local Government Center, Concord

Present: Yvette Couser, Gail Drucker, Ann Hoey, Nancy Lang, Amy Lappin, Kathy Tracey, Gail Zachariah, Colleen Swider (guest of Gail Z.)

Absent: Luci Albertson, Lisa Michaud, Amy Inglis, Amy Graves

Meeting called to order: 10:13 am

Reports

- Secretary – Minutes were accepted as emailed in June with one additional change: Nancy had said she “would email the treasurer’s report if there are not enough copies for everyone who wanted one.” No one asked for one.
- Treasurer – Nancy Lang handed around Treasurer’s report for 7/1/2010-9/9/11. \$23,759.53 is current balance as of August 31, 2011. Corrections: Insurance line should be under expenses instead of income. Note that the “Misc. \$199.96” is for the digital camera.
- Great Stone Face –Committee is meeting today. Amy L. was asked to send a letter to the Great Stone Face chairs asking that someone new be responsible for getting the GSF bookmark checks deposited in a more timely manner.
- Isinglass – Amy I. absent but submitted her report via email prior to meeting: “Quick update to share...our winner from last year is unable to come and accept in person so we’ll be purchasing and sending his award later this week. We’ll forward the bill to both NHLA and CHILIS treasurers. If there is any issue with getting funds from bookmark sales from Isinglass please let me know directly and I’ll speak to the committee member in charge of this function. Committee will be meeting Sept. 20.”
- Summer Reading-Ann passed out copies of the 2012 Catalogs. KBA applications for interested performers are on the state website and are due Oct. 14. KBA Roster will be decided Nov. 4. Ann requested funding from LSTA and others, but she suspects it will be a lesser amount overall than last year. Next SRP National conference will be in April 2012 in Hershey, PA. Board would like to send two people to the conference (Ann plus 1).
- CHILIS Fall Conference- In light of finalizing the conference, we discussed the following:
 - Speakers: Gail Z. reports that additional Keene Library staff will be there to help out, Lita’s husband will be assisting her, Gail D’s daughter will assist Avi, Andy’s music program is all set, Fred Reedy will not be coming.
 - Lunch: Comp lunches to speakers (Lita + spouse, Avi, Andy, Gail D’s daughter, Ann; Gail Z. suggests we move dessert to afternoon break
 - Seating: Speakers will be seated throughout the room rather than at one speaker table; tables will need place cards for presenters and handlers. Discussion of meal and room invoice; can we get an itemized list for service charge? Room capacity is 175.

- Tables needed: registration, note card sales, SRP manuals, GSF bookmarks, Lita and Avi signing tables, raffles. After registration materials are picked up, these tables can be used for signings etc.
- Raffle ideas: set of Lita's books, set of Avi's books, Andy's music CDs, kid musical instruments (shakers etc), Toadstool donation, include SRP notecards in raffles, cash prize for Icebreaker Bingo (Yvette will bring box of golf pencils) – spend total of \$100 on prizes.
- Avi is buying his own flight, not getting his normal speaker fee.
- Discussion of Business meeting agenda: open positions (membership, VP), Kathy's survey, SRP evaluation raffle (Ann will take care of prizes), agenda suggestions from the floor.
- Conference Handouts: Send Yvette committee meeting reports by Oct 1, Amy G. will put reports and Spring Business meeting minutes on the website beforehand, we need to notify folks that they can download and print out before meeting. Some hardcopies will be available to pick up at registration table.
- General discussion about the increasing conference costs. Since we no longer have our SRP income, the Board needs to plan ahead for future conferences. Ann wonders if we need a separate board position for fundraising. Nancy reports that CHILIS made 5k on conference income over the last fiscal year. (CHILIS as a whole lost \$1935.12 from 7/1/2010-9/9/2011.) At any rate, the total cost per person = bottom line divided by number of attendees. Gail D. suggests we devote a board meeting to discuss this. We should come up with a range of acceptable costs for fall and spring conferences.
- Membership – open position
- NERTCL – Lisa's report emailed prior to meeting: "Report from NERTCL meeting last Friday: We are in the process of changing from having just a chairperson to having co-chairs--one of whom will be the current chair, Jill Graboski, and the other will be Clare Dombrowski. Other positions will remain the same. We are hoping to recruit a Vermont representative at the NELA conference in Burlington. "We discussed ideas for the spring standalone conference and are thinking of literacy-- how to help parents choose books for their learning readers, teaching reading, parameters of "easy readers" as a category, transitioning to chapter books, recommended easy readers, etc. We have several contacts who have stated willingness to present or be on a panel. "We are hoping to also find an easy reader author--possibly through Candlewick or Charlesbridge publishing houses. It will be in March or April, probably at Holy Cross or Worcester State College. For the next fall conference, ideas ranging from teen advisory board collaborations (public, middle- and high-school), the Eric Carle Museum's whole book approach presentation, technology for the children's room and parent/educator programming were discussed."
- NHLA Website – Amy G. not present; no report sent.

New Business

Old Business

- Fall Conference Finalization – see above
- Upcoming Slate of Officers 2011-2012 – Gail Z. is on the slate for VP. Membership will be opened up in October.
- Income and Expenses of the GSF and Isinglass Bookmarks – See above for discussion. Are we on the right track for how much we're spending for these vs. income? Continue to watch the budget and treasurer's report to see how this is reflected.
- Future locations for Spring Conference – table for next meeting
- CHILIS Librarian of the Year Selection Criteria – table for next meeting. Perhaps we can discuss: creating a subcommittee? Those interested in clarifying criteria can submit suggestions?

Next Meeting: Friday, November 18, 2011 LGC 10:00. Snacks? Amy L.

Minutes approved TBA- Correction made via emails 9/20

Shared/Childrens Yvette/Chilis Board/Chilis Minutes Sept 11 Draft